



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON VICENZA
UNIT 31401, BOX 41
APO AE 09630

06 MAY 2008

IMEU-VIC-HR

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army Garrison (USAG) Vicenza Policy Memorandum 08-03, Exception to Policy for Access to the AAFES and Commissary facilities

1. References:

- a. DOD 1330.17-R, Armed Services Commissary Regulation, April 1987
- b. AR 60-20, Army and Air Force Exchange Service Operation Policies, 15 December 1992
- c. AE Regulation 600-700, Identification Cards and Individual Logistic Support, 8 February 2006
- d. USAREUR Supplement 1 to AR 380-67, Personnel Security Program, 20 January 2004
- e. AE Regulation 190-16*, Installation-Access Control, 22 March 2005
- f. USASETAF Regulation 190-15E, Installation Entry Authorizations, 6 March 1998

2. Shopping at our AAFES and Commissary facilities is a privilege that should not be taken for granted and it is the U.S. Army Garrison Vicenza's policy to ensure we have only authorized patrons shopping in these facilities and that those requiring exceptions to policy do so in accordance with all above references.

3. To request an exception to policy one of the following criteria need to be met:

- a. You are a sponsor and require an agent (a person who normally has no privilege) to shop on your behalf because you are incapable of shopping on your own, for reasons such as an extreme hardship or a certified medical condition or sickness.

- b. You are an assigned Soldier or Civilian here and have a dependent child/ren (enrolled in DEERS) here who is/are too young (under 16) to shop for themselves and you are deploying or going TDY and have an agent caring for that child/ren.

IMEU-VIC-HR

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c. You are a Local National employee with a Government Purchase Card engaged in purchasing authorized supplies for your agency or office.

4. Your agent must be able to gain access to the installation through normal requesting procedures established under USASETAF Regulation 190-15E. All requests for installation access must be processed at the Pass and ID Office located adjacent to the MP desk at Bldg. 4B.

5. All requests for exception to policy for access to the AAFES and Commissary facilities must be processed through the Community Affairs Office located at Bldg 28. I delegate approval authority for the above categories of applicants to the Community Affairs Officer. If approved, he will issue an authorization letter valid for a maximum of one year.

6. The POC for this memorandum is the Community Affairs Officer at 634-7262.



VIRGIL S.L. WILLIAMS
COL, LG
Commanding

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